

If Your Time Is Valuable Use Direct Deposit!

One of the benefits of being an Arkansas State Employee is that you can have your paycheck automatically deposited into your choice of financial institutions. Currently you have only one option for direct deposit. Beginning July 1, you will have two additional options.

- ✓ You can choose to direct deposit your entire net pay into a single financial institution, or
- ✓ Divide your deposit (by specifying a dollar amount or percentage) between two accounts in a single financial institution or at different financial institutions, and/or
- ✓ Specify an amount or percentage that has not been allocated for direct deposit to be paid to you in a pay warrant.

Thanks to electronic banking technology, if you have an account in a financial institution, you can use the convenience of direct deposit. Your remuneration statement of earnings and withholdings will continue to be available to you.

Here are a few of the convenient and secure benefits that direct deposit can provide:

- ✓ No more wasting part of your lunch hour or evenings going to the bank or credit union simply to deposit your check.
- ✓ No special trips or arrangements when you are away from work on payday, or working off-hours.
- ✓ You have the option to divide your pay between your accounts and to have it done automatically each payday.
- ✓ Your paycheck is deposited directly to your account and your funds are available on payday.

So, think about it

If you don't currently participate in Direct Deposit, fill out an [Authorization Form](#), attach a voided check and return it to your agency payroll section or your supervisor.

If you do not have an account at any financial institution, please contact your agency payroll section for information regarding low cost Debit Cards that are available at many financial institutions. Special Debit Card arrangements allow you to participate in Direct Deposit and withdraw your money using an ATM card or directly from the bank teller.

Remember

- ✓ Direct Deposit is safe and confidential
- ✓ Direct Deposit is convenient and saves you time
- ✓ Direct Deposit is fast and dependable
- ✓ Direct Deposit helps you manage your money

Sign Up Today!